

**CONFIDENTIAL**

**OFFICE OF TRAINING**

**NOTICE**  
**NO. 29-54**

**7 December 1954**

**SUBJECT: Office of Training Annual Meeting**

1. The annual meeting of all personnel of the Office of Training will be held in the Auditorium of the R&S Building from 1530 hours to 1700 hours on Wednesday, 22 December 1954. A minimum number of employees necessary for office telephone coverage will be exempt from attending the meeting.

2. All employees are invited to remain for a Christmas social gathering immediately following the meeting.



**MATTHEW BAIRD**  
**Director of Training**

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**Distribution: All OTR Personnel**

This document is part of an integrated file. If separated from the file it must be subjected to individual systematic review.

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